UNITED STATES DISTRICT COURT FOR THE DISTRICT OF COLUMBIA

FOR THI	E DISTRICT OF COLUMBIA
	_)
v.) Civil Action No.
D. for Joseph	
Defendant)
SUMM	IONS IN A CIVIL ACTION
To: (Defendant's name and address)	
A lawsuit has been filed against you.	
serve on the plaintiff an answer to the attache	ammons on you (not counting the day you received it) you must ed complaint or a motion under Rule 12 of the Federal Rules of a be served on the plaintiff or plaintiff's attorney, whose name and
If you fail to respond, judgment by de complaint. You also must file your answer or	efault may be entered against you for the relief demanded in the r motion with the court.
	ANGELA D. CAESAR, CLERK OF COURT
Data	
Date:	Signature of Clerk or Deputy Clerk

FOIA Summons (12/11) (Page 2)

Civil Action No.

PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (1))

	This summons for (nar	me of individual and title, if any)					
was re	ceived by me on (date)						
	☐ I personally served	the summons on the individ	dual at (place)				
			on (date)	; or			
	☐ I left the summons	at the individual's residence	e or usual place of abode with (name)				
	on (date) , a person of suitable age and discretion who resides there, and mailed a copy to the individual's last known address; or						
	☐ I served the summo	ons on (name of individual)			, who is		
	designated by law to accept service of process on behalf of (name of organization)						
			on (date)	; or			
	☐ I returned the sumr	mons unexecuted because			; or		
	☐ Other (specify):						
	My fees are \$	for travel and \$	for services, for a total of \$				
	I declare under penalty of perjury that this information is true.						
Date:			Server's signature				
			g .				
			Printed name and title				
			Server's address				

Additional information regarding attempted service, etc: